



# United States Department of the Interior

## NATIONAL PARK SERVICE

1849 C Street, N.W.  
Washington, D.C. 20240

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February 1, 2005

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#### Memorandum

To: Regional Directors

From: Director /s/ **Donald W. Murphy** (Acting)

Subject: 2005 National Park Service Environmental Achievement Awards  
**Reply Due: April 1, 2005**

The National Park Service (NPS) serves as the steward for some of our country's finest natural and cultural resources. Consistent with our stewardship role, we recognize the critical part that NPS employees, concessioners, contractors, and cooperating associations play in concert as we endeavor on a daily basis to preserve and protect these resources. Each year, the NPS presents Environmental Achievement (EA) Awards to individual NPS employees, teams (NPS units, groups of NPS employees, or a combination of NPS and non-NPS personnel), and partners (concessioners, contractors, and cooperating associations) who have demonstrated exceptional accomplishments toward the overall goal of preservation and protection of the resources under our stewardship. Specifically, the award recognizes outstanding achievements in the implementation of Executive Order (EO) 13101, *Greening the Government through Waste Prevention, Recycling and Federal Acquisition*; EO 12856, *Federal Compliance with Right-to-Know Laws and Pollution Prevention Requirements*; and EO 13148, *Greening the Government through Leadership in Environmental Management*.

I am pleased to announce that nominations are now being accepted for the 2005 NPS EA Awards. The NPS EA Awards Selection Committee is accepting nominations from NPS staff for projects completed in FY 2004 in the following subject areas:

- Environmental Management Systems;
- Environmental Stewardship;
- Green Purchasing;
- Minimizing Petroleum Use in Transportation;
- Recycling;

- Sustainable Design/Green Building; and
- Waste/Pollution Prevention.

Instructions for preparing and submitting a nomination are outlined below. Please note the following main points regarding submitting a nomination for an NPS EA Award:

1. Visit the NPS Environmental Management Program (EMP) webpage at: <http://pfmd.nps.gov/hazmat> and click on “Environmental Achievement Awards” to submit a nomination to the Washington Office (WASO) via the NPS Intranet.
2. Only electronic submissions will be accepted. If a nomination can not be submitted via the NPS Intranet, nominations will also be accepted on compact disk (CD). Include a hardcopy of the EA Award nomination form. Please send the CD and nomination form via Federal Express or United Parcel Service to the following address:

**Fred Sturniolo  
National Park Service  
Park Facility Management Division  
1201 Eye Street, NW (2420)  
Washington, D.C. 20005**

**Please note: Nominations sent via regular U.S. Postal Service to the Main Interior Building may experience delay or damage to the CD.**

3. All nomination packages must be received by **April 1, 2005**.
4. To be considered, all or part of the nominated project must have occurred during FY 2004 (October 1, 2003 - September 30, 2004).
5. All EA Award nominations, including those for partners, must be submitted with a cover letter indicating concurrence by the applicable park superintendent and regional director. Please include digital (scanned) images of signed memoranda from the park superintendent and regional director when submitting nominations on-line and on CD. Alternately, the signed memoranda can be faxed to the attention of Carl Wang, Team Leader, EMP, at 202/371-6623.
6. Nominations for individuals, teams or partners who won an NPS EA Award or received Honorable Mention recognition in the past 2 award years for the same or very similar project/activity will not be considered for an NPS EA award this year; however, they may still qualify for the 2005 Department of the Interior (DOI) EA Award.
7. Multiple nominations for the same or very similar project/activity submitted under different subject areas are considered to be redundant by the NPS EA Awards Selection Committee. In such cases, the committee reserves the right to select which nomination will be considered for an award.

8. Nominations for projects that were cooperative efforts involving parks and partners are strongly encouraged because they are considered in-line with our overall Servicewide stewardship role.

#### Special Instructions for DOI EA Award Nominations

To streamline the NPS and DOI EA Award nomination process, all NPS EA Award nominations received at WASO will be screened, and selected nomination packages will be forwarded to DOI. If you missed the NPS EA Award nomination deadline, you can still submit your nomination to NPS for consideration as a 2005 DOI EA Award nominee. The nomination should state in the cover memo from the superintendent and regional director that the nomination is being submitted so that it will be considered for forwarding to DOI. All nominations specifically for the 2005 DOI EA Awards must be sent to WASO by the deadline specified in the NPS call for DOI nominations to be issued later this year and must be in the format specified by DOI in their nominations instructions.

**NOTE: Please be advised that although the NPS Awards Selection Committee has aligned the NPS EA Award criteria with the DOI Award criteria, additional requirements or variations in the DOI EA Award criteria may occur after the nominations for the NPS EA Award have been submitted. Nominees will be notified if criteria changes may affect their nomination.**

**NOTE: WASO recommends that nomination narratives include details of education and outreach efforts designed to promote or enhance projects, since DOI will give preference to such nominations.**

If you have any questions about submitting an EA Award nomination, please contact Fred Sturniolo, EMP, Park Facility Management Division, at 202/513-7078.

cc: Associate Regional Directors, Park Operations  
Paula Platz, WASO NPS Human Resources Division  
James Ortiz, DOI, Office of Environmental Policy and Compliance (OEPC)  
Catherine Cesnik, DOI, OEPC  
Concession Program Manager, WASO, NPS